



## **APPENDIX L**

# **Active Reserve (AR) Program**



## Active Reserve (AR) Program

This Appendix provides a brief overview of the Active Reserve program. MCO 1001.52H contains the detailed policies and procedures for the AR Program. See below for contact information.

**A. General.** Per Title 10, *United States Code* (U.S.C.), AR personnel are authorized to assist in organizing, administering, recruiting and retaining, instructing, and training members of the Marine Corps Reserve (MCR).

1. AR Marines make up about one-third of the 6,700 “Active Duty Support Personnel” assigned to the MCR. The largest number of active duty Marines who support the MCR are active component officers and enlisted Marines. About 160 government civilian employees also support the MCR. Consequently, the AR program is a relatively small but important part of the total force, and plays a critical role in the overall readiness of the MCR.
2. AR Marines fill a variety of billets in over 151 military occupational specialties (MOS) ranging from aircraft maintenance, to infantry, to data systems. Billets are located in virtually all of the 191 reserve home training centers, all major CONUS Marine Corps Bases And Stations, and several overseas locations. AR Marines assist in providing for the reserve unit’s continuity between drill periods by planning and coordinating training, maintaining equipment, ensuring administrative requirements are met, and essentially performing the unit’s tasks while the unit members are pursuing their civilian careers. This allows the unit to take maximum advantage of the limited training time available.

**B. Applications.** Marines of the Selected Marine Corps Reserve (SMCR), Individual Ready Reserve (IRR), and Marines currently on active duty with the active component Marine Corps are eligible to apply to the AR program. CMC (RAM) will solicit applications to the AR Program via MARADMIN messages two-four times per year. Basic eligibility requirements are contained within MCO 1001.52 and are updated within the MARADMIN. Applications should be submitted per the instructions contained in MCO 1001.52 and the convening MARADMIN.

**C. Eligibility.** An individual must meet the following basic requirements:

1. Be a member of the IRR or SMCR; or, be a member of the active component who is within four months of EAS;
2. Meet height/weight standards per MCO P6100.12;
3. Have education, training, and experience commensurate with grade and MOS;
4. Not be in receipt of retainer/retired or disability pay for service with any of the Armed Forces;
5. For enlisted, normally be in the grade of Corporal or below unless it is a limited tour billet;
6. Be able to complete 20 years of active federal military service before reaching: 30 total years of service for enlisted personnel; 30 qualifying years for Warrant Officers and Chief Warrant Officers; or 24 commissioned years of service for officers;
7. Not exceed 60 years of age prior to reaching: 30 total years of service for enlisted personnel; 30 qualifying years for warrant officers and chief warrant officers; or 30 commissioned years of service for officers per MCO P1900.16d; and
8. Other requirements established by MCO 1001.52.

**D. Initial Assignment.** Every effort will be made to assign enlisted Marines selected for the AR program to their first choice of duty station if a valid billet exists and the Marine meets the skill and grade requirements for that billet. However, it is critical for the career development of Marines without prior reserve experience to begin their AR career with a reserve unit. Officers' duty preferences are also carefully considered before initial assignments are made.

1. All billet assignments within the AR program will be made by the CMC (RA) based on the needs of the Marine Corps. Generally, initial assignments can be predicted based on the location of the advertised billet.

2. Assignments for personnel accepting their initial contract will normally be made within 90 days of selection. Selectees will normally have a minimum 10-day break from their last period of active duty before being assigned to the AR program, to preclude potential administrative and/or pay-related problems.

**E. Career Designation.** Marines assigned to the AR program are normally eligible to apply for Career Designation, and career status on the AR program, after 18 months of observed fitness report time.

1. Enlisted Marines will now apply for career designation upon release of the MARADMIN. Career Designation opportunities reflect AR grade and career force MOS requirements. Marines who do not possess a Career Force MOS (i.e., whose MOS does not exist in sufficient numbers to create a grade pyramid in the AR program) upon initial accession are assigned to “Limited Tour” billets. Unless Marines assigned to a “Limited Tour” acquire a career force MOS, no career opportunity exists in the AR program. Limited tour billets do not exist for officers.
2. CMC (RAM-1) will release periodic MARADMINs soliciting requests for career designation. All officers are eligible to submit requests for career designation per the instructions in the MARADMIN.

**F. Retirement Eligibility.** As long as Career Designated Marines remain eligible for reenlistment (determined by AR structure requirements, and end-strength limitations), continue to get promoted, and meet the provisions of statutory and service policy, they will be retained until they become retirement eligible at 20 years of active duty. Service beyond 20 years is dictated by Service policy and the needs of the Marine Corps.

**G. AR Warrant Officer Selection.** AR enlisted Marines applying for Warrant Officer will be considered by the Reserve Enlisted to Warrant Officer Board, however, they will be considered in a separate AR competitive category for Warrant Officer requirements established by the AR Warrant Officer structure. If a career designated AR Marine is selected for Warrant Officer, the career designated status carries over to the appointed Warrant Officer grade. If the Reserve Warrant Officer Board selects an AR Marine for a SMCR Warrant Officer appointment, and the Marine accepts the appointment, separation from the AR program on the first day of the seventh month after accepting the appointment is mandatory.

For additional information on the AR Program, refer to MCO 1001.52 or contact CMC (RAM).

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